

Monday, July 19, 2021

5:30 PM

Council Chambers

Regular Meeting of Warner Robins City Council

Presiding: Mayor Randy Toms

City Officials Present:

Councilman Keith Lauritsen Councilman Kevin Lashley Councilman Clifford Holmes Councilman Larry Curtis Councilman Derek Mack Councilman Charlie Bibb

Opening Prayer: Councilman Bibb
Pledge of Allegiance: Councilman Curtis

Call to Order: 5:32 p.m.

Adoption of the Agenda: Councilman Curtis moved to adopt the agenda with the amendment of taking off the Closed Session and removing item #1 of the purchasing cover sheet. Councilman Mack seconded the motion. Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

Proclamations/Awards/Presentations:

- Employee Service Awards
 - Kevin Kendrick WRFD 20 years
 - Cynthia Walker Parks and Recreation 35 years
- Tri-City Newspaper of Houston County Ms. Rutha Jackson and Ms. Kimberly Hicks
- Business/Alcohol License Appeal Mr. and Mrs. Smith
 - Councilman Lauritsen made a motion to uphold the decision of the Warner Robins
 Police and Clerk's Office of denial. Mr. Holmes seconded the motion. Councilmen Mack,
 Bibb, Lauritsen, Lashley, Holmes and Curtis voted in approval.

Action Items:

Action Item 1 Presentation of Minutes from the Called Meeting of July 08, 2021.

City of Warner Robins Page 1 of 13

The minutes of	of the called meeting of July 08, 2021 were presented for approval.
Motion:	Councilman Lauritsen moved for the approval of the minutes for called meeting of Thursday, July 08, 2021.
Second:	Councilman Bibb
Outcome:	Councilmen Mack Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 2	Purchasing Coversheet
Purchasing Bid	List item, attached hereto, were presented for approval.
Motion:	Councilman Holmes presented and moved for the approval of the Purchasing Bid Coversheet. 4 items.
Second:	Councilman Curtis
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3	Rezoning Petition - Three Oaks Construction & Development, Inc
Estates subdiv	onstruction & Development, Inc/ property situated adjacent and to the North of the Jasmine rision and adjacent and to the Southwest of the Governor's Estates subdivision, totaling om the zoning of R-1[Single Family Residential] to the zoning of R-2[Single Family
Motion:	Councilman Bibb moved for the denial of this rezoning petition.
Second:	Curtis
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted to deny approval.

Action Item 4 Ordinance #22-21 – Annexation- Annie C. Ryals, Trust

Ordinance #22-21 of the City of Warner Robins. WHEREAS, a petition has been received from Annie C. Ryals Trust, to annex the property which is more particularly described as follows, to-wit:

All that tract or parcel of land situate, lying and being in Land Lot 161 of the Tenth Land District of Houston County, Georgia, comprising 57.30 acres, according to a plat of survey prepared by Story

City of Warner Robins Page 2 of 13

Clarke & Associates, Drawing Number: 21-044-C, dated June 3, 2021.

The property is located at Tucker Road and is situated southwest of the intersection of Kathryn Ryals Road and Bass Road, Warner Robins, GA.

WHEREAS, the said land of Annie C. Ryals Trust, may be annexed pursuant to the provisions of the Official Code of Georgia Annotated Section 36-36-20 et seq., said lands being contiguous to the existing corporate limits of the City of Warner Robins and the petitioner being the sole owners of said properties; and

WHEREAS, The City of Warner Robins, relative to its best interest, is desirous of annexing the abovedescribed properties.

IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins, Georgia, and it is hereby ordained by authority of the same, that the petition from Annie C. Ryals Trust, on April 8, 2021, is adopted and approved and said properties are hereby incorporated into the City of Warner Robins, Georgia.

If any ordinance, or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference.

If any of the provisions of this ordinance are held invalid, such invalidity shall not affect any of the other provisions which can be given effect without the invalid provision, and, to this end, the provisions of this ordinance are declared to be severable.

Motion:	Councilman Lashley moved to approve Ordinance #22-21 and to waive the second reading.
Second:	Councilman Curtis
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley and Curtis voted for approval. Councilman Holmes abstained. Second reading is required at August 2, 2021 meeting.
Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 5	Resolution – Surplus Property

City of Warner Robins Page 3 of 13

A resolution of the Mayor and Council that the City of Warner Robins is owner of certain items of personal property more particularly described in Exhibit "A"; and said items are no longer needed for public use or have become unusable for the purpose intended; and it is in the best interest of the City that the said items be declared surplus. The value of each individual item on the said Exhibits "A" are more, or less, than Five Hundred (\$500.00) Dollars, as indicated.

Motion:	Councilman Mack moved for approval
Second:	Councilman Bibb
Outcome:	Councilman Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

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Action Item 6	Resolution – Employee Promotions

The following employee is recommended for promotion by the City Administrator:

John Gilbert, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective July 26, 2021.

Motion:	Councilman Holmes moved for approval
Second:	Councilman Lashley
Outcome:	Councilman Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 7 Ordinance #23-21 – City of Warner Robins Classification Plan

The City Administrator makes the following recommendations to the Mayor and the City Council for changes in the City of Warner Robins Classification Plan:

Increase the authorized strength of Police Officer, Job Class #633, Grade 602, Police Department, from 74 to 79.

Increase the authorized strength of Crime Scene Investigator, Job Class #624, Grade 15, Police Department, from 1 to 3.

Increase the authorized strength of Detective, Job Class #630, Grade 603, Police Department, from 14 to 16.

Increase the authorized strength of Administrative Clerk (PD), Job Class #618, Grade 9, Police

City of Warner Robins Page 4 of 13

Department, from 1 to 2.

Increase the authorized strength of Police Sergeant, Job Class #635, Grade 605, Police Department, from 21 to 22.

Increase the authorized strength of Code Enforcement Official, Job Class #845, Grade 14, Building & Transportation Department, from 5 to 8.

Increase the authorized strength of Fire Lieutenant, Job Class #524, Grade 18, Fire Department, from 24 to 28.

Increase the authorized strength of Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, from 24 to 28.

Increase the authorized strength of Firefighter, Job Clas#520, Grade 14, Fire Department from 57 to 65.

Abolish the position of Administrative Assistant, Job Class #055, Grade 12, authorized strength of 1, Economic Development Department.

Reclassify the position of Records Manager, Job Class #142, Grade 17, Office of the City Clerk, to Grade 19. Incumbent to receive a 10% pay increase.

Reclassify the position of Administrative Assistant, Job Class#141, Grade 12, authorized strength of 1, Office of the City Clerk to the position of Assistant Records Manager, Job Class #143, Grade 14, authorized strength of 1, Office of the City Clerk. Incumbent to receive a 10% pay increase.

Reclassify Administrative Assistants, Job Class#671, 737, 959, 501, and 443 from Grade 12, multiple departments, to Grade 16. All incumbents to receive a 10% pay increase.

Reclassify the position of Animal Control Supervisor, Job Class #688, Grade 14, Police Department, to Grade 18. Incumbent to receive a 10% pay increase.

Reclassify the position of Animal Control Officer, Job Class# 675, Grade 10, Police Department, to Grade 14. Incumbents to receive a 10% pay increase.

Create the position of Communication Specialist, Job Class#121, Grade 17, authorized strength of 1, Office of the City Clerk.

Abolish the position of Public Information Officer, Job Class#640, Grade 16, authorized strength of 1, Police Department.

Create the position of Urban Planner, Job Class#820, Grade 21, authorized strength of 1, Community & Economic Development Department.

Create the position of Planning & Zoning Manager, Job Class#821, Grade 21, authorized strength of 1, Building & Transportation Department.

Move the position of Zoning Assistant, Job Class#851, Grade 15, authorized strength of 1, Community

City of Warner Robins Page 5 of 13

& Economic Development Department, to Building & Transportation Department.

Create the position of Director of Information Technology, Job Class#122, Grade 25, authorized strength of 1, Internal Services Department.

Create the position of Telecommunications Administrator, Job Class#123, Grade 19, authorized strength of 1, Internal Services Department.

Create the position of IT Assistant, Job Class#127, Grade 10, authorized strength of 1, Internal Services Department.

Increase the authorized strength of Program Specialist, Job Class#712, Grade 16, Recreation Department, from 3 to 4.

Increase the authorized strength of Grounds Maintenance Crew Leader, Job Class#480, Grade 14, Public Works Department, from 1 to 2.

Increase the authorized strength of Grounds Maintenance Worker I, Job Class#475, Grade 8, Public Works Department, from 4 to 6.

Increase the authorized strength of Public Works Maintenance Worker I, Job Class#452, Grade 8, Public Works Department, from 4 to 6.

Reclassify the position of Vehicle Maintenance Superintendent, Job Class#431, Grade 18, Public Works Department, to Grade 19. Incumbent to receive a 10% pay increase.

Increase the authorized strength of Stormwater Utility Technician, Job Class#467, Grade 16, Stormwater Compliance Department, from 1 to 2.

Create the position of Administrative Clerk (Stormwater), Job Class#473, Grade 9, authorized strength of 1, Stormwater Compliance Department.

Increase the authorized strength of Mechanic – Diesel & Heavy Equipment, Job Class#421, Grade 16, Public Works Department, from 1 to 2.

Create the position of Cashier (Tax), Job Class#128, Grade 9, authorized strength of 1, Office of the City Clerk.

Reclassify the position of Occupation Tax Coordinator/Elections Superintendent, Job Class#107, Grade 17, Office of the City Clerk, to Grade 21. Incumbent to receive a 10% pay increase.

Reclassify the position of Tax Cashier, Job Class#154, Grade 9, authorized strength of 1, Office of the City Clerk, to Tax Assistant, Job Class# 140, Grade 10, authorized strength of 1, Office of the City Clerk. Incumbent to receive a 10% pay increase.

Reclassify the position of Administrative Clerk (AS), Job Class#138, Grade 9, authorized strength of 1, Office of the City Clerk, to the position of Business License Specialist, Job Class#144, Grade 16,

City of Warner Robins Page 6 of 13

authorized strength of 1, Office of the City Clerk. Incumbent to receive a 10% pay increase.

Reclassify the position of Benefits Specialist, Job Class#304, Grade 16, Human Resources Department, to Grade 18. Incumbent to receive a 10% pay increase.

Reclassify the position of Employment Specialist, Job Class#311, Grade 16, Human Resources Department, to Grade 18. Incumbent to receive a 10% pay increase.

Reclassify one of the positions of Public Works Supervisor (STW), Job Class#491, Grade 17, Public Works Department, reducing the authorized strength from 3 to 2, to Field Operations Superintendent, Job Class#484, Grade 19. The incumbent Henry A. Tucker to be placed in this position with a 10% pay increase.

Reclassify one of the positions of Public Works Supervisor (ST), Job Class#470, Grade 17, Public Works Department, reducing the authorized strength from 5 to 4, to Street Operations Superintendent, Job Class#474, Grade 19. The incumbent Kent Jordan to be placed in this position with a 10% pay increase.

Increase the authorized strength of Utility Maintenance Worker II (Water), Job Class#918, Grade 9, Utility Department, from 1 to 2.

Increase the authorized strength of Utility Maintenance Worker III (Water), Job Class#921, Grade 11, Utility Department, from 1 to 2.

Reclassify the position of Utility Maintenance Crew Leader (Short Detector), Job Class#905, Grade 16, Utility Department, to Meter Maintenance Leader, Job Class#945, Grade 15

Abolish the position of Welder, Job Class#972, Grade 14, Utility Department.

Increase the authorized strength of Meter Maintenance Technician, Job Class#937, Grade 12, Utility Department, from 2 to 3.

Reclassify the position of IT Administrator, Job Class#620, Grade 19, authorized strength of 1, Police Department to the position of Forensic Computer Specialist, Job Class#639, Grade 16, authorized strength of 1, Police Department.

Reclassify the position of Paralegal, Job Class#109, Grade 16, to Grade 20. Incumbent to receive to a 10% pay increase.

Reclassify the position of Customer Service Manager, Job Class#180, Grade 19, Office of the City Clerk, to Grade 20. Incumbent to receive a 10% pay increase.

Create the position of Assistant City Administrator, Job Class#136, Grade 25, authorized strength of 1, Office of the City Administrator.

Create the position of Community Engagement Coordinator, Job Class#139, Grade 22, authorized strength of 1, Office of the City Administrator.

Create the position of Administrative Secretary, Job Class#137, Grade 10, authorized strength of 1,

Page 7 of 13 City of Warner Robins

Office of the City Administrator.

Abolish the position of Assistant City Clerk, Job Class#115, Grade 21, authorized strength of 1, Office of the City Clerk.

Abolish the position of Assistant Public Works Director, Job Class#462, Grade 22, authorized strength of 1, Public Works Department.

Decrease the authorized strength of Equipment Operator, Job Class#461, Grade 10, Public Works Department, from 12 to 10.

Abolish the position of Gas Inspector, Job Class#966, Grade 14, authorized strength of 1, Utility Department.

Create the position of Assistant Director to Community & Economic Development Department, Job Class#863, Grade 22, authorized strength of 1, Community & Economic Development Department.

Create a \$5,000.00 yearly stipend for the administration of asset forfeitures and surplus properties. Police Chief to make this assignment.

Create the position of Program Coordinator (CDBG), Job Class#864, Grade 12, authorized strength of 1, Community & Economic Development Department.

Create the position of Project Manager, Job Class#865, Grade 20, authorized strength of 1, Community & Economic Development Department.

Reclassify the position of Assistant Building Official, Job Class#802, Grade 19, authorized strength of 1, Building & Transportation Department, to the position of Building Official, Job Class#808, Grade 21, authorized strength of 1, Building & Transportation Department. Incumbent to receive a 10% pay increase.

Create the position of Budget Manager, Job Class#151, Grade 22, authorized strength of 1, Finance Department.

Motion:	Councilman Lauritsen moved for approval of Ordinance #23-21 and to waive the second reading.
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 8	Motion – Home Occupation Permits
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The following Home Occupation Permits are recommended for approval by the Planning and Zoning Board:

City of Warner Robins Page 8 of 13

- 1. Otis D. King 605 Lattice Bend request permission to operate a handyman business as a home occupation.
- 2. Robert Jones 109 Lincoln Street requests permission to operate sign artist business as a home occupation.
- 3. Jacob Wiggins 211 Brookwood Drive requests permission to operate an online sales business as a home occupation.
- 4. Valarie Gooden 106 Wellborn Road, Apt. 30 requests permission to operate a cleaning service and lawn care business as a home occupation.
- 5. LaDaria Height-Jones -- 103 Selwyn Court requests permission to operate bounce house entertainment business as a home occupation.
- 6. Aileen D. Zoellner 310 Oakview Square requests permission to operate an administrative services business as a home occupation.
- 7. Shayla Robinson 501 Leisure Lake Drive, Apt. D18 requests permission to operate a cosmetics and beauty business as a home occupation.
- 8. Patricia Trent 1501 Green Street requests permission to operate an online t-shirt business as a home occupation.
- 9. Leigh Johnson 705 Crestwood Terrace requests permission to operate a drywall installation and repair business as a home occupation.
- 10. Morgan Mays 6080 Lakeview Road, Apt. 1901 requests permission to operate an online retail business as a home occupation.
- 11. Sean Fox 407 Sark Drive request permission to operate a travel consultant business as a home occupation.
- 12. LaTraci Durham 115 Orchard Pass request permission to operate a cleaning business as a home occupation.
- 13. Alesia Gisele Holliday 102 Sherry Drive request permission to operate a sanitizing business as a home occupation.

Motion:	Councilman Curtis moved for approval
Second:	Councilman Mack
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval
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Amrit Holdings, LLLP requests the rezoning of property totaling 1.23 acres, located at Robins West Parkway, from the zoning of C-2[General Commercial] to the zoning of C-3[Concentrated Commercial District].

Rezoning Petition – Amrit Holdings, LLLP

Action Item 9

Motion:	Councilman Bibb moved for approval
Second:	Councilman Lashley
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Page 9 of 13 City of Warner Robins

Action Item 10 Ordinance #24-21 – Weyman Evans, Adelia & Robert Richardson

Ordinance #24-21 of the City of Warner Robins. WHEREAS, a petition has been received from Weyman D. Evans, Adelia E. Richardson and Robert L. Richardson, Jr., to annex the property which is more particularly described as follows, to-wit:

All that tract or parcel of land situate, lying and being in Land Lot 124 of the Tenth Land District of Houston County, Georgia, being known and designated as OUT LOT 2 containing 1.500 acres, according to a plat of survey prepared by Waddle & Company, dated December 12, 2018, a copy of which is of record in Plat Book 80 Pages 210 – 211, Clerk's Office, Houston Superior Court. Said plat and the recorded copy thereof are hereby made a part of this description and incorporated herein by reference thereto for all purposes.

The property is located West of the intersection of Lake Joy and Beulah Church Roads, Warner Robins, GA.

WHEREAS, the said land of Weyman D. Evans, Adelia E. Richardson and Robert L. Richardson, Jr., may be annexed pursuant to the provisions of the <u>Official Code of Georgia Annotated</u> Section 36-36-20 et seq., said lands being contiguous to the existing corporate limits of the City of Warner Robins and the petitioner being the sole owners of said properties; and

WHEREAS, The City of Warner Robins, relative to its best interest, is desirous of annexing the above-described properties.

IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins, Georgia, and it is hereby ordained by authority of the same, that the petition from Weyman D. Evans, Adelia E. Richardson and Robert L. Richardson, Jr., on May 13, 2021, is adopted and approved and said properties are hereby incorporated into the City of Warner Robins, Georgia.

If any ordinance, or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference.

If any of the provisions of this ordinance are held invalid, such invalidity shall not affect any of the other provisions which can be given effect without the invalid provision, and, to this end, the provisions of this ordinance are declared to be severable.

Motion:	Councilman Lashley moved for approval of Ordinance #24-21 and to waive the second reading.
Second:	Councilman Curtis
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

City of Warner Robins Page 10 of 13

Motion:	Councilman Lashley moved to approve the rezoning request of R-AG[Residential Agricultural][County] to the zoning of C-2[General Commercial District][City].
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 11 Resolution – Intergovernmental Agreement – T-SPLOST (Peach County)

A resolution of the Mayor and Council that the City of Warner Robins authorize Mayor Randy Toms to execute the attached Intergovernmental Agreement with the Peach County Board of Commissioners (County), the City of Byron (Byron), the City of Fort Valley (Fort Valley), the City of Perry (Perry), and the City of Warner Robins (Warner Robins) to set forth an agreement on mutual promises and understandings for the TSPLOST Referendum to be held on November 2, 2021.

Motion:	Councilman Mack moved for approval
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 12 Resolution – Citizens Advisory Board

A resolution of the Mayor and Council that the City of Warner Robins. **WHEREAS**, the Mayor and Council of the **CITY OF WARNER ROBINS** desire to obtain feedback and input from a Citizens' Advisory Board; and

WHEREAS, the Mayor and Council of the CITY OF WARNER ROBINS desire thoughtful and purposeful planning of social needs in the community; and

WHEREAS, the Mayor and Council of the CITY OF WARNER ROBINS seek to improve education and communication to the public of social issues, quality of life matters, and potential services; and

WHEREAS, the Mayor and Council of the CITY OF WARNER ROBINS desire to improve collaboration with various support agencies, other governments and nonprofit organizations in order to provide cohesive delivery of services necessary to positively impact communities and families; and

WHEREAS, pursuant to the code of the City of Warner Robins, Georgia, including, but not limited to Section 3.11 thereof, the Mayor and Council of the City of Warner Robins (the "Council") may establish a Citizens' Advisory Board to assist and collaborate with the Council with its planning, including use of lands within the corporate boundaries of the City of Warner Robins (the "City") in a manner that protects the public health and safety and promotes the general welfare of the community; and

City of Warner Robins Page 11 of 13

WHEREAS, the Citizens' Advisory Board shall consist of ten (10) members including the Mayor and an appointee of each of the Mayor and each City Council member, an appointee of the Warner Robins Housing Authority, an appointee from the Neighborhood Council Board, and an appointee of the Warner Robins Development Authority.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the **CITY OF WARNER ROBINS** hereby approves and adopts the following:

The Mayor and Council of the **CITY OF WARNER ROBINS** establishes a Citizens' Advisory Board consisting of ten (10) members as follows:

- 1. Mayor
- 2. Appointee of the Mayor
- 3. Appointee of Post 1 Council Member
- 4. Appointee of Post 2 Council Member
- 5. Appointee of Post 3 Council Member
- 6. Appointee of Post 4 Council Member
- 7. Appointee of Post 5 Council Member
- 8. Appointee of Post 6 Council Member
- 9. Appointee of the Warner Robins Housing Authority
- 10. Committee Member of the Neighborhood Committee Council of the City

Each member of the Citizens' Advisory Board shall be resident of the City of Warner Robins.

The members of the Citizens' Advisory Board shall serve at the pleasure of the Council; and

The Citizens' Advisory Board shall report findings and make recommendations to the Council, but shall have no power to vote or take other action; and

The Citizens' Advisory Board shall also report to the Council or Neighborhood Committee of the Council at least quarterly on the status of its actions; and

The Citizen Advisory Board shall not be entitled to call to its assistance any personnel of any City municipal department or consultant thereto; and

The Citizens' Advisory Board is established for the purpose of (1) increasing public awareness of, and participation in, the process of enhancing the community; (2) helping to facilitate community visioning; and (3) reporting the findings and conclusions of community visioning to the Council for its review; and

THEREFORE, BE IT FURTHER RESOLVED that the Clerk of the CITY OF WARNER ROBINS shall transmit a copy of this resolution and the notice as required in the State Planning Rules to the State Planning Commission.

Motion:	Councilman Curtis moved for approval
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

City of Warner Robins Page 12 of 13

Action Item 13 Resolution – Intergovernmental Agreement (Houston County SPLOST project)

A resolution of the Mayor and Council that the City of Warner Robins authorize Mayor Randy Toms to execute the attached Intergovernmental Agreement with the Houston County Board of Commissioners (County) to set forth an agreement for the cost increase of the construction of a natatorium as outlined in the 2018 SPLOST.

Motion:	Councilman Mack Holmes for approval
Second:	Councilman Lashley
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Citizen Comments: Robin Gosline and Rutha Jackson (written)

Adjournment: 7:06 p.m.

Next Regular Council Meeting: Monday, August 2, 2021

Mella

Mandy Stella

City Clerk